

27 February 1973

MEMORANDUM FOR: Chairman, Language Development Committee
DD/PERS-Plans and Control

SUBJECT : Potential design problem with the new Position
Language Development [POLAND] project

The new POLAND design follows the concept set forth in the Design Requirements Statement. This concept includes a minor revision of Form 3401 (Language-Position Requirements) and associated procedures for completing the form by user components, which will eliminate unnecessary coding that is taking place in the current system.

On 22 February 1973, a Computer Services Request [Form 930] (Requester's Control No. 73P024) was received by the Office of Computer Services. This request is for a T/O Master Listing for selected DDP Divisions, which will be used to post their position language requirements for Fiscal Year 1974. We have discussed this request with [REDACTED] who has coordinated the design of the new POLAND project for the Office of Training. She indicated that she is going to code the DDP language requirements onto Form 3401 from the updates on the T/O Master Listing.

25X1A The intent of both the current Form 3401 and the newly designed Form 3401 is to eliminate unnecessary work in recording language requirements for user components. The procedure manual for the use of the form should be sufficiently clear to allow users to record their requirements with a minimum of effort. The form and associated procedure manual used in conjunction with the Position Control Register should provide the user with all the information required for recording language requirements.

While reviewing the above, it appears that either there is insufficient clarity in the user procedure manual or a potential design problem with the new POLAND project where the needs of the customer are not being satisfied within the project design.

Your guidance is requested to ensure that the new POLAND project is not implemented with design flaws. Should any questions arise, please contact [REDACTED] on x6041.

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Chief, Personnel
Systems Branch
OCS